**Geoffrey O’Neill -** This video will outline the considerations for determining the satisfactory completion of VCE units and considerations around scored assessment. Please note that all references to scored assessment in this presentation refers to VCE studies excluding the VCE vocational major.

My name is Geoffrey O'Neill, and I'm the manager of VCE curriculum at the VCAA. The decision about satisfactory completion of outcomes is based on the teacher's judgement of the student's overall performance on a combination of set work including learning activities and assessment tasks including school-based assessments related to the outcomes. Students should be provided with multiple opportunities across the learning program to develop and demonstrate the key knowledge and key skills required for the outcomes for the unit. The decision to award an S for satisfactorily completing a unit is separate from the assessment of levels of achievement for a study score. VCE unit results, the S or N contribute to the satisfactory completion of a VCE certificate.

Students should be informed of all the work required to satisfactorily complete an outcome and the conditions and timelines in which that is required. All students also have the opportunity to redeem an end result for an outcome, and the VCE administrative handbook clearly outlines these requirements. When redeeming an N result for an outcome, the school may decide to delay the decision about satisfactory completion to allow a student to complete or submit further work. A student may only submit further evidence or resubmit school-based assessment for reconsideration to redeem an N to an S for the outcome. A student may not resubmit to improve a school-based assessment score.

For school-based assessment, its purpose is to determine a student's level of achievement in units three and four. It can also provide evidence that contributes to the determination of achievement of outcomes and the completion of a unit. The S or N decision. The decision about satisfactory completion of a unit is distinct from the assessment of levels of achievement.

For the satisfactory completion of a VCE unit, students must demonstrate their achievement of a set of outcomes as specified in the study design. The decision about satisfactory completion of outcomes is based on a teacher's overall judgement of the student's overall performance on a combination of set work and assessment tasks related to the outcomes. It should be based on data collected through the formative assessment throughout the course including classwork, homework, class participation, and additional tasks or discussions with the students that demonstrate the achievements of the outcomes as well as the school-based assessment tasks that are completed.

Students should be provided with multiple opportunities across the teaching and learning program to develop and demonstrate the key knowledge and key skills required for the outcomes for the unit. An N result can be achieved for the unit when one or more of the following occurs. The work does not demonstrate the achievement of the outcomes, the student has failed to meet a school deadline for the assessment task, including if an extension has been granted for any reason, including special provision, the work cannot be authenticated as the student's own.

For example, through the lack of attendance in class, or there's been a substantial breach of the VCAA rules and the school rules and procedures. For all units in the VCE, schools must specify the work that a student must complete to achieve an S for a unit and the conditions under which the work is to be done. Schools must inform each student in writing of the following: all set work and assessment to be completed to achieve an S for the unit, all work they need to complete for school-based assessment for the levels of achievement, requirements for class attendance, rules and plagiarism, cheating and authentication of school-based assessments, instructions on how to submit work, timelines and deadlines for completing work, procedures for obtaining an extension, procedures for lodging an internal school appeal.

Decisions about satisfactory completion of a unit are solely the responsibility of the school. If a student is no longer attending a unit, but they have not officially withdrawn by signing a student exit form, the symbol J will be included on VASS. The J result can only be used if the student is no longer attending class and has not submitted work for assessment for the unit. The J result is recorded on the VCAA VASS database, but is not reported on the student's statement of results. J units, however, are made available to VTAC and are treated as the equivalent to those or with an end result.

When it comes to scored assessment, school-based assessment requires schools to provide numerical scores for each task as detailed in the assessment tables in each unit three and four VCE study design. It's important that teachers and schools use this information in the study design when designing the tasks and knowing the marks allocated to them and what will be required to be entered into VASS as a numerical score.

A common question we receive is, when a school should be using a zero or a not assessed, NA, when it comes to scored assessment in school-based assessment? A score of zero should be recorded when a student has submitted work to be scored for the assessment task, but the work submitted has been unable to receive any score against the assessment criteria. A not-assessed, an NA should be recorded when a student submits work for the assessment task that is not to be scored against the assessment criteria, or they have not submitted any work at all for the assessment task. Schools are reminded that if a zero is entered, this is a score, a numerical score for school-based assessment, and this is included in the statistical moderation process at your school.

Another common question we receive is in relation to completion of VCE units without the calculation of a study score. Schools are encouraged to support all students to undertake scored assessment. Scored assessment in the VCE provides a detailed record of a student's achievement and is the best way to maximise opportunities and pathways for further education and training. The VCE, however, does provide the flexibility to satisfactorily complete units without being assessed for levels of achievement. In this case, a study score will not be calculated for the study.

To note, for those students who are completing VCE units without the calculation of a study score, that students must still undertake all the requirements of the outcomes specified for the unit, which includes any school-based assessment as outlined in each of the VCE study designs. A teacher's judgement on whether the student has satisfactorily achieved the outcomes for a study as determined by the evidence gained through the assessment of a range of set work, the learning activities, and assessment tasks in school-based assessment must be consistent for all students who are being assessed for level of achievement and those who are not being assessed for level of achievement in the study.

There should not be any difference for students who are completing VCE units without the calculation of a study score, all scored assessments should be entered as an NA, not a zero in VASS. If a score is provided for two or more graded assessments in a VCE study, then a study score will be calculated. GA or graded assessment structures and types vary between VCE studies, depending on their study designs and the assessment requirements within them. VCE studies have three GA's, VCE VET studies have two GA's. It's important that you, your teachers, and your students are familiar with the GA structure of each study 'cause they do vary.

The results of school-based assessments and external assessments, including examinations, contribute to a student study school in each VCE study, and this in turn contributes towards the ATAR. All VCE studies, as I mentioned, have three graded assessments in each unit three-four sequence, which include at least one external assessment. In the VCE administrative handbook, you'll find this table that shows the contribution each assessment makes towards the final study score for the VCE studies and scored VCE VET studies.

You'll also see on this table that some GA's are across units. So right at the bottom of the table on the screen, you'll see that art creative practice for GA one is across unit three and four for the school-assessed task. And you'll be submitting numerical results for students at unit three and unit four for those items. Should you have any further questions about satisfactory completion or scored assessment, please contact us at the details on the screen.

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